



# OpsPlanner Can Help You Minimize the Impact of Disruptions

## A Single Tool for Your Entire Continuity Program: Integrated Business Continuity/COOP Planning, Incident Management, and Automated Notification

**No more inaccessible or cumbersome hard-copy documents and unreliable manual call trees! OpsPlanner improves productivity during planning and is accessible, fast, and effective during a disruption or crisis.**

Very practical to deploy, OpsPlanner is a software tool that allows you to collaborate, create, plan, and manage business recovery, crisis management, or notification plans over the Web. It can be used by any size or type of organization. Using OpsPlanner, stakeholders can communicate in real-time to make informed decisions during planning or a disaster response. Because plans change frequently, OpsPlanner makes it easy to effect changes and to communicate automatically.

**You can:**

- ▶ Write plans in a word-like-document format
- ▶ Attach and upload documents (such as floor plans, Excel® spreadsheets, or photographs)
- ▶ Import information from various databases
- ▶ Choose from a wide assortment of built-in templates and surveys
- ▶ Employ sophisticated role-based security controls
- ▶ Have instant access to all aspects of the plan (including locations, plan types, notification lists, etc.)
- ▶ Store and track all activities for use in audits and pre- and post-testing analysis
- ▶ Communicate in real time from location-to-location

### OpsPlanner™: A Total Business Resiliency, Continuity, and Recovery System



**Enhance your ability to mitigate disruptions through proper business continuity planning!**

We will assist you in every phase of the business continuity planning cycle and provide you with software, consulting services, or both.

### OpsPlanner is a complete tool with the best available features and robust functionality.

#### Easy to Use

Complicated and expensive training is not required. With OpsPlanner, it is truly practical to give plan owners direct access to their plans, making it easy to keep plans up-to-date.

#### Comprehensive

No need to purchase, integrate, and maintain separate software tools for planning, incident management, and notification functions. OpsPlanner offers extensive features and functionality that supports your entire continuity program: risk assessment, impact analysis, plan creation, maintenance, testing, and improvement/update.

#### Fully Integrated

OpsPlanner seamlessly integrates planning with incident management and emergency notification, thereby speeding recovery and simplifying the process of contact management.

#### Web-based

With OpsPlanner, all plans and related documents are stored in one location which prevents confusion about where to obtain information in an emergency. OpsPlanner is Web-based, so planners have 24 x 7 x 365 access to information.

#### Secure and Auditable

Security and audit provisions allow you to have tracking capability of all events in the planning and recovery process.

#### Adjustable

You can change plans ad hoc during the course of a disaster as conditions dictate.

# OpsPLANNER™ 3.0 IS A FULLY INTEGRATED BUSINESS CONTINUITY PL

With OpsPlanner software you can create a secure and central

## >COLLABORATION



OpsPlanner takes the survival of critical assets out of the hands of a few and places it collaboratively with all stakeholders. Individually or in groups, you can easily share information and make decisions before, during, and after an emergency. This facilitates efficient and integrated business continuity program management—surpassing those of traditional word document and call tree processes.

### Key Features

### Benefits

Announcements & Tasks

Supports efficient management of the Continuity Program by keeping participants abreast of various activities. Allows program managers to assign various tasks and keep track of their progress.

Document Repository

Provides a central, easily accessible location for all documents related to the continuity program such as audit reports, risk assessments, and reference manuals needed during recovery.

Survey Tools

Enables information gathering, evaluation, and the ability to audit existing plans, risk assessments, or business impact analyses whether or not you are face-to-face among managers in different business units.

Continuity Roadmaps

Helps accelerate the continuity process by identifying best practices and providing a structure upon which to build your program, if you so desire.

## >PLANNING



OpsPlanner seamlessly integrates all aspects of business continuity planning while simplifying all the steps. With OpsPlanner providing the backdrop for automated reminders, follow-up, and scheduling, managers can better focus on strategy, leadership, and management of the entire program.

### Key Features

### Benefits

Hierarchical Plan Organization

Provides the ability to organize a large number of plans in a logical and flexible manner with the ability to “roll-up” plans by business unit or location.

Document-Like Plan Editing

A document-like plan editor reduces training costs and frustrations for contributors by making the plan creation easy and flexible for anyone to use. Existing plans in Microsoft® Word format can be easily imported into OpsPlanner.

Plan Templates

Authors can choose to use plan templates which will guide them through the steps required to build continuity plans and help ensure the plans meet all of the organization's policies and compliance requirements.

Automatic Plan Maintenance Reminders and Tracking

Enables easier and timely maintenance of a large number of plans by tracking plan progress, sign-offs, deadlines, updates, reminders, and approvals.

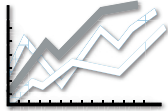
Exportability of Plans to PDF Formats

Allows for complete plans and all related documents to be available offline in a single PDF file, which can be used as back-up if necessary (including reference materials and documents).

# ANNING, INCIDENT MANAGEMENT, AND NOTIFICATION SOFTWARE TOOL

ized environment for the entire planning process, 24 x 7 x 365

## > RECOVERY



OpsPlanner's real-time incident management features enable stakeholders to meet recovery objectives. OpsPlanner can be used in a disruption as well as to test and improve business continuity plans.

### Key Features

### Benefits

Launch Plans and Track Progress In Real Time

Enables recovery teams to quickly access the most up-to-date plan during an emergency—strengthening the ability of the organization to recover. Additionally, as information must be updated continually throughout a disruption, the updates are made and communicated automatically.

Message, Picture, and Document Post-it Board Exchange

Allows dispersed team members to exchange information during a disruption so they can then obtain more accurate updates and assessments.

Automatic Logging of Activities

Captures important actions that can be reviewed and analyzed to determine applicable post analysis plan improvement or for audit reviews following the events.

Detailed Archive of Executed Plans

Enables continuous improvement of the organizations preparedness by reviewing the performance of plans during tests, exercises, and real disruptions.

Real-Time Plan Modification as Mandated by Events

No matter how well a plan is designed, the actual event situation may call for changes of names, information, and processes during the occurrence of the event. You can do so in OpsPlanner without impacting the integrity of the plan.

## > NOTIFICATION



The OpsPlanner notification tool is capable of reaching thousands of people within seconds. Employees, customers, and suppliers can receive the same consistent message via one or more device, such as landline phone, cellular phone, fax, PDA, email, BlackBerry, or other wireless devices. During times of mild disruptions like snow emergency closings to crises such as fires, speed can count. With OpsPlanner, the message can arrive in seconds anywhere in the world!

### Key Features

### Benefits

High Speed, Automatic Notification

Allows managers to contact customers, vendors, and employees with speed, accuracy, and consistent messages.

Multiple Devices

Supports multiple device messaging for outbound messages and converts messages from text to speech as needed.

Real-Time Response & Status Tracking

Allows recipients to communicate in real-time so that in the event of a disruption, they have two-way communication in order to obtain information and to make more informed decisions.

> <b>DESIGNED FOR THE ENTERPRISE</b>	OpsPlanner is designed to easily support the sophisticated needs of the modern enterprise. You can deploy OpsPlanner with confidence to a large number of locations, business units, and stakeholders. And, OpsPlanner security and technical architecture can fit right in with your IT environment.
Key Features	Benefits
Supports User Groups and Role-Based Access Control	Allows user groups to be organized in a logical fashion. Most often users are organized by department or function so that it is easier to specify access control privileges based on roles and responsibilities.
Built-in Support for Custom Reports	Allows managers to load custom reports in order to extend OpsPlanner's reporting capabilities to meet unique requirements.
Active Directory/LDAP Authentication	Easily integrates OpsPlanner into your directory of choice. By doing this, security is strengthened and separate user accounts and passwords are not needed.

> <b>PURCHASING OPTIONS</b>	To aid you in the choice most appropriate for your organization, three purchase options are available.
Key Features	Benefits
	<b><i>For organizations who choose to keep emergency management systems outside the organization:</i></b>
Online Subscription Service (ASP) 100% Web based	No hardware or software must be purchased, nor do you have to consider internal IT infrastructure and on-going maintenance and support.
Managed Hosting	OpsPlanner implementation and deployment can be customized to suit your organization's requirements on a dedicated infrastructure that is managed by Paradigm Solutions.
	<b><i>For organizations that have a robust IT infrastructure and prefer to keep emergency management systems inside the organization:</i></b>
Onsite Installation Managed Hosting	OpsPlanner is installed and maintained by in-house internal IT staff and can be customized to suit your organization's requirements.

## "RIGHT FOR TODAY ... READY FOR TOMORROW"



Paradigm Holdings, Inc. (OTCBB-PDHO), parent company of Paradigm Solutions Corporation and Paradigm Solutions International, provides information technology and business continuity/continuity of operations plan (COOP) solutions to government and commercial enterprises. Our solutions encompass a wide range of IT support services and include OpsPlanner™ Business Continuity/COOP Planning, Emergency Management, and Notification software.

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